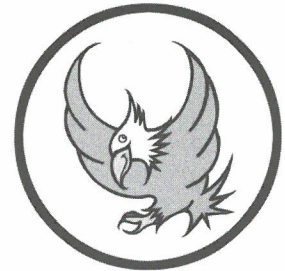


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To: Dr. Joel Boyd, Superintendent of Schools, and Members of the Lowell School Committee

From: Stephen L. Silva, English Language Arts Teacher at Dr. An Wang Middle School

Date: October 13, 2020

Subject: Executive Memo for Dissertation Request per Lowell School Committee Policy

Mr. Superintendent and Members of the School Committee:

My name is Stephen L. Silva and I am an English Language Arts teacher at Dr. An Wang Middle School. I am also a doctoral student at the University of Massachusetts Lowell in the Leadership in Schooling program. I have entered the final stages of my degree work which consists of collecting data for my research project.

My research seeks to examine the process by which English teachers have learned how to navigate virtual teaching in relation to student writing. During this time I will meet with the 7th and 8th grade ELA team at the Wang Middle School to examine the current practices of the teaching of writing as well as the process by which teachers provide feedback to students. The goal of this research will be to determine a set of best practices for the teaching team for process based writing in a virtual setting. Activities in this project include interviewing teachers and parents, analysis of teacher practices and student work, and collection of teacher journals reflecting on practice.

According to the University of Massachusetts Lowell Independent Review Board, my research does not require their approval as it is not regulated research as determined by DHHS and FDA regulations. Results of this research project will be made available to the school committee members and participants of the study upon request.

If you have further questions regarding my request, please feel free to contact me via email at stephensilva@lowell.k12.ma.us or through phone at 978-807-8324.

Regards,

Stephen L. Silva
English Language Arts
Dr. An Wang Middle School
Lowell, Massachusetts

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